

# **Downtown Providence District Management Authority**

## **Board of Directors meeting minutes**

**Thursday, July 19, 2007 8:30 a.m.**

### **1. Roll Call**

**Director Granoff called the meeting to order at 8:32 a.m.**

**Directors present: Robert Gagliardi, Richard Galvin, Evan Granoff, Richard Lappin, Christopher Placco and Stanley Weiss.**

**Ex-Officio Members present: Joe DiBattista, Diana Burdett and Arnell Milhouse.**

**Others present: Dan Baudouin, Executive Director of the Providence Foundation; Steve Gibson, President of Urban Place Consulting; Frank LaTorre, DID Director of Public Space; Rosemarie Durette, DID Accounting Manager/Office Administrator.**

### **2. Sidewalk Discussion.**

**Representatives from the RIDOT and their engineering consultants, Bryant Engineering, gave a brief overview of their plan for sidewalk repairs in the coming months. The biggest issue that is holding back repairs is the vaults underneath the sidewalks. RIDOT has been meeting with the owners of the vaults, both property owners and utility companies, to assess the structural safety of these vaults. Several of those owned by National Grid will have to be repaired**

**before the work on the sidewalks can start.**

**For the sidewalks that do not have vaults, a contract is going out to bid in December 2007. Work could start in Spring 2008.**

**3. Approval on the minutes of the June 21, 2007 Board meeting**

**Director Placco motioned to approve the minutes from the June 21, 2007 board meeting. Director Gagliardi seconded the motion, and a roll call vote was held as follows:**

**Director Gagliardi yes**

**Director Galvin yes**

**Director Granoff yes**

**Director Lappin yes**

**Director Placco yes**

**Director Weiss yes**

**Therefore the motion passed.**

**4. Financial Report**

**Monthly Financial Reports**

**Steve Gibson presented the financials for June 2007. The Statement of Financial Position shows the DID to be in a comfortable cash position with adequate funds to pay monthly expenses and maintain a reserve.**

**The Statement of Operations shows a solid revenue position due to higher than anticipated interest income on both bank balances and**

past due assessments, and lower than anticipated assessment non- and slow payment. Also, additional revenue was generated in June for properties that have change from tax exempt to taxable during the fiscal year.

Mr. Gibson noted that the June 2007 financial reports are for the end of the 2007 fiscal year. These reports are subject to a final audit. The auditors have begun their preliminary work and no material charges are expected.

Director Lappin motioned to accept the June 2007 financials as presented. Director Granoff seconded the motion, and a roll call vote was held as follows:

Director Gagliardi yes

Director Galvin yes

Director Granoff yes

Director Lappin yes

Director Placco yes

Director Weiss yes

Therefore the motion passed.

## **5. Marketing Report**

Due to time constraints the Marketing Report was table till the next Board meeting

## **6. Report for Urban Place Consulting & Director of Public Space**

Frank LaTorre updated the Board on the landscaping project. All baskets and arms have arrived. Frank Zamarelli and his team are currently in the process of positioning them throughout the Downtown area according to the master plan. The cement sidewalk planters have also arrived. They have been put in place and planted. The steel planters are expected to come in next week. 10 additional planters were donated by Evan Granoff. These have also been placed throughout Downtown and have been planted. The DID team will continue to maintain all the planted areas, baskets and planters.

Recognition plaques and signs have been ordered to acknowledge those that have donated to the landscaping project.

Once the implantation has been completed, the DID will hold a press conference with the Mayor to announce the roll out of the landscaping master plan.

The Hospitality Resource Partnership held a full meeting on July 17, 2007. The members agreed to an additional assessment on all club owners, parking lots and other late night venues to fund a roving police patrol. HRP had funded a pilot program in May to put more police officers on the streets during the weekend between 11:00pm to 2:00am. Statistics from the police department showed this program to be very successful in dealing with the late night issues, which is why the owners are willing to be subject to this new assessment. The HRP is going to the City Council in October to present their plan for a new City ordinance.

The DID has been asked to indorse this new program. The Board felt

that it could be something worth indorsing but wants to wait until the ordinance has been written. The ordinance must be specially related to the HRP program and also must state the HRP assessment will be use for funding just this program. Pending review of the ordinance, Frank LaTorre will draft a letter for Directors Granoff and Gagliardi's approval.

Director Granoff motioned to accept this plan for the endorsement of the roving police patrol program. Director Placco seconded the motion, and a roll call vote was held as follows:

Director Gagliardi yes

Director Galvin yes

Director Granoff yes

Director Lappin yes

Director Placco yes

Director Weiss yes

Therefore the motion pasted.

## **7. Report from Block- By- Block**

Due to time constraints the Block-By-Block report was tabled till the next Board meeting.

## **8. Other Business**

Dan Baudouin met with John Nickelson, the Director of Public Works, to view the poor conditions of Westminster and Dorrance Streets. Mr.

**Nickelson assured Mr. Baudouin that he would have his workers out on Monday July 20, 2007 to see how this problem can be fixed.**

**The DID Board is adamant about the improvement of the road conditions in Downtown. The Board feels that if the Department of Public Works does not start repairing the streets than the DID should go to the Mayor and the City Council to get this matter resolved. This issue will be revisited at the September Board meeting.**

## **9. Adjournment**

**Director Granoff adjourned the meeting at 9:32a.m.**

**Respectfully submitted,**

**Rosemarie Durette**

**Accounting Manager/Office Administrator**